

PRESENT

Chris Binkley, President Randy Boyd (Guest Speaker), Mary Beth Burlison, Alicia Calderon (Guest), Jon Chandler, Shane Colter, George Drinnon, DeAnna Flinchum, Kasey Funderburg (Guest), John Goddard, Gina Hale, Marcus Hilliard, James Hodge, Bill Jackson, Rita Jackson, Melissa Jenkins, Bonnie Johnson, Johnny Jones, Beth Kurtz, Mary Lucal, Rachel McClelland, David Moore, Ivonne Pizarro (Guest), Blake Reagan, Sam Smith, Ken Wagener, Matt Ward, Tanya Washington, Norma Wilcox, and Lisa Yamagata-Lynch

ABSENT

Emma Burgin, Nathan McKinney, Kim Raia, Kevin Thompson, and Leslie Wereszczak

1. WELCOME

Chair John Goddard welcomed everyone to the meeting.

2. NEW BUSINESS

a. University Updates from UT President Boyd

President Boyd thanked staff members for their part in keeping UT operating and getting students to graduation. President Boyd updated the group on things happening around campus.

The UT Promise program has increased enrollment and graduation rates across the system. UT has crossed over 1.3 billion dollars in fundraising this decade and is on the trajectory to break 2.7 billion by the end of the decade. UT did not get any money from the State for new capital projects but did receive funding for a new pedestrian bridge to connect Thompson Boling Arena to South Knoxville. UT is also going to be completing a safety review and looking at how to increase safety and security at each campus in the UT System. UT was given a 5% for the salary pool by the UT legislature. There will be an increase in student housing coming in the next few years with a new partnership with a private company to build 3 buildings that will provide 2,200 more beds.

b. HR Update – Mary Lucal, Associate Vice Chancellor for Human Resources

The Recruitment team continues to with a high volume of hiring for staff positions on campus, with an increase coming in the summer months. All hires for the campus come through the HR office, so many other HR departments are beginning their busy months as well, particularly the Records department.

The DASH (Dynamic Administrative Systems for Higher Ed) project is progressing along, and the Town Halls and sneak peaks are showing that the new system should be a great upgrade from the current system.

c. Committee Updates

i. ERAB

There is not an update from the Employee Relations Advisory Board (ERAB) for this meeting.

ii. Faculty Senate

There is not an update from the Faculty Senate for this meeting.

iii. Police Advisory Council

There is not an update from the Police Advisory Council for this meeting.

iv. ULC

There is not an update from the University Leadership Council (ULC) for this meeting.

v. CDI

All of the Commissions will be working on their grand challenges from the past academic year throughout the coming summer months. They will also be beginning to plan their new grand challenges for the upcoming academic year. The Commission for Asian Americans and Pacific Islanders (API) will be collecting feedback on their plan to reach out to student associations to try and address the feelings on the current ban on TikTok and other Chinese software.

The Commission for Blacks are still in the process of getting their name changed and are planning their grand challenge for next year to be centered around connection, community, and celebration. Next year will be their 50th anniversary of the start of the Commission for Blacks.

The Commission for LGBT people have changed their name to the Commission for LGBT+ Communities and plan to continue working on allyship and have workshops throughout the summer.

3. CONSTITUENT ISSUES

- a. (Q): I am interested in how this group could address the needs of postdocs, who are included at UTK as staff – not students, not faculty.

(A): Ivonne Pizarro from the Graduate School Offices is looking at Postdocs in an effort between the Offices of Research, Innovation, and Economic Development and the Graduate School to examine UT's Postdoc population. A Postdoc is someone on campus that has completed their Phd but are doing training and publishing papers. They are not faculty and are not students.

Postdoc Research Associates pull from IRIS the same as an Exempt employee does as the system codes them as Professional Staff.

- b. (Q): Please explain where and how staff can find the Market Range for open UT positions. As employees look to grow within the UT system, it is challenging for them to identify the market range or salary range for positions of interest. While some do, most position postings do not include a salary range or a market range. If this information is not available or accessible to staff, please rationale for not publicizing

(A): The market ranges appearing on job postings is completely at the discretion of the hiring manger and department doing the hiring. Internal candidates should be able to see who the recruiter is for the posting and can contact them to get the market range for the job listed. You may also call the HR Office and select Option 2 to speak with Recruitment, and any recruiter can tell you the market range for a certain position.

- c. (Q): Our travel dollars per mile have increased, but our total overall budget for travel has remained the same. Thus, we are running out of travel money quicker. Need more travel money.

(A): Each department can build these types of costs into their budget starting in the fall, with BAM (Budget Allocation Model).

4. OTHER BUSINESS

- a. Travel Policy Updates – Blake Regan

The University's Travel Policy has been updated and shortened, as the policy and procedure parts have been separated into two different documents. For anyone in Knoxville, you can now fly out of Atlanta or Nashville without getting travel quotes. Valet parking at the airport is no longer allowed with the new policy. Agendas no longer need to be uploaded for conferences. Travel authorizations are no longer required for domestic travel (excluding a few select parts of the US). Exceptions are no longer needed for the refueling charge when returning a rental car, but it is still prohibited to use the pre-paid fuel option from the rental car facility.

- b. Updates to Retirees & Alums Email Benefits

Last fall, the University announced the decision to discontinue email services for staff retirees and alums. Our goal has always been to improve information security and

prevent fraud. As the University received feedback related to the announcement, we decided to pause and re-evaluate our options and reopen the discussion with several offices and the University administration.

We are happy to announce an alternative email option for staff retirees and alums that will include an affiliation-branded email address allowing for their continued affiliation with the University, the ability to receive program information, and providing the necessary security and fraud prevention. OIT will be communicating directly with retirees and alums who are using our email services regarding this new option and their next steps. <https://oit.utk.edu/news/changes-to-alumni-and-retiree-email-2/>

c. Sick Leave Bank Enrollment Happening Now!

Now through June 30, 2023, we will be accepting applications for new enrollees in the Knoxville-Area (including the Institute for Public Service, System Administration, UT Foundation and UT Space Institute), and Institute of Agriculture sick leave banks.

For more information regarding the sick leave bank visit: [Sick Leave Bank | Human Resources \(utk.edu\)](#). An informational on-demand session is available at: [SLB Information Session on Demand - YouTube](#).

For questions, or to submit your application, email sickleavebank@utk.edu.

5. REMINDERS

- a. Next meeting: June 27, 2023, from 2:30 – 4:00 p.m. eastern via zoom.
- b. Please email constituent questions to Sam Smith (samsmith5@utk.edu) or John Goddard (jgoddard1@utk.edu).